

Massachusetts Republican State Congressional Committee
85 Merrimac Street, Suite 400
Boston, MA 02114

Identification Number: C00042622

Reference: August Monthly Report (7/1/09-7/31/09)

Response Due Date: November 4, 2009

This letter is in response to a request made by the FEC on September 30, 2009 for additional information/explanation regarding the August Monthly Report (7/1/09-7/31/09).

The following is a summary from the MRP after reviewing your request and our filings:

1. Concerning the disclosure of identification for all donors contributing \$200 or more in a calendar year. We have outlined our process for establishing "best efforts" below.

With each solicitation made by the MRP we include a form requesting full name, mailing address, employer, occupation and contact information. In addition to the space provided on our reply form for the above information, we include the following statement "Federal law requires the Massachusetts Republican Party to use our best efforts to collect and report the name, mailing address, occupation and name of employer for each individual whose contributions exceed \$200 in a calendar year. Please complete the following:"

When a contribution is received by the MRP it is common practice for the check processor to double-check all information that has been provided on the original solicitation, or on the check itself, is reflected in the record.

If there is information missing from the record, it is likely that contacting the individual by phone will allow you to obtain the information necessary at the time of processing. If this is not possible we proceed with the deposit and attempt to capture the required information in a written follow up request letter within 30 days. An electronic record of all written requests is saved on the shared Party drive should there ever be a question of who has been contacted for information and also the date the request was sent. Follow-up letters are sent on a monthly basis. In the follow-up letter we thank the donors for their recent contribution and clearly state our request for any missing information, as well as the requirements of the federal law stating they must do so. The follow-up letters asks they respond to us by faxing, emailing or mailing us the requested information. We find this method to be very effective and timely, receiving back information from a majority of the letters sent out. Our written process has been updated to include return envelopes. In addition, the letters are followed up by a telephone call and written notes are taken of the responses given. As soon as the required information is received by the office it is entered in the individual's contribution record. After the monthly FEC report is filed, should any additional information be received, it is again directly entered in the individuals' contribution record and updated to the FEC by filing an amendment of the report.

To date, any information received that was missing from the August Monthly Report at the time of the first filing has been corrected and additional information request letters have been sent and 'phone calls have been made.

2. Regarding the contribution received from a PAC that was reported on the wrong line of the report, this was due to a data entry error which has since been corrected.

The August monthly report has been amended and will be filed by November 4, 2009.

ETEXT ATTACHMENT

The information should satisfy the written requests made by campaign finance analyst, Marlene Daughtrey. Please contact Lyndsay Jones at 617-523-5005 x234 with any further questions.
